

**Memo to File**

**RE: Topping Committee Meeting**

**DA: April 27, 2021**

**BY: Jack Hobbs, County Administrator**

I attended a duly advertised Topping Committee meeting that was convened on April 27, 2021 at 5:00 PM in the War Memorial Building courtroom at 2 S. Main Street in Madison, Virginia. All Committee members (Clay Jackson, Amber Foster, Greg Cave, Megan Ingram and me) were present.

The Committee discussed proposals for the use of Topping Fund and Animal Donation Fund monies.

**Topping Fund**

1. **Animal Shelter Building Painting**- Bids have been received with the low bid being \$6,680.
2. **Play Yard Fencing**- Although approved for Topping Fund monies earlier, the contractor hired has indicated that it will not be able to do the work. During the process of cancelling the contract and moving the second highest bidder, staff discovered that approved monies for the project were not carried over to this fiscal year. Estimates indicate that it might take as much as \$7,500 to complete this work which is expected to be done in FY22.

**Animal Grants and Donations Fund**

3. **Cat Condo**- This would be purchased at a cost of \$1,616.
4. **Animal medical expense** –\$3,000 in animal medical expenses for use up until June 30 was requested.
5. **Cat “adopt me” Tree** – This would be purchased at a cost of \$961.88 (including shipping).

By consensus the group agreed to endorse all requests. Note that later in the evening the Board of Supervisors voted to approve funding for all five items as proposed.

The meeting adjourned at about 5:30 PM.